

Rockford Charter School Organization Board Meeting Minutes

August 28, 2025

11:30 a.m.

Jackson Charter School, 315 Summit Street, Rockford, IL 61107

In-Person Meeting

1. Call to Order – at 11:37 a.m.
 - a. Present: Tamir Bell, Erika Hannah, Jessica Iasparro, La’Keshia Wingo, Carla Redd (entered at 11:41 a.m.), Executive Director, Dr. Ebony Wrenn, Business and Compliance Manager, Frank Bisconti, MTSS Coordinator, Emily Tran, Viviana Torres (CSBM – virtual), Leslie Cruz (CSBM – virtual), Michelle Lopez (CSBM – virtual), ElevatED Spaces, LLC Consultant, Shenita Johnson, Yolanda Sanders (Rockford Community Bank), Quentin Wainwright Sr. (Kee Solutions, LLC)
 - b. Not Present: William Cunningham
2. Approval of Agenda
 - a. A motion to Approve the Agenda was made by La’Keshia Wingo and seconded by Erika Hannah.
 - i. Voice Vote: All members voting aye.
 - ii. Motion passed.
3. Approval of Board Meeting Minutes for July 18, 2025
 - a. A motion to Approve the Board Meeting Minutes for July 18, 2025, was made by Erika Hannah and seconded by Jessica Iasparro.
 - i. Voice Vote: All members voting aye.
 - ii. Motion passed.
4. Public Comment – None.
5. New Business
 - a. Discuss/Approve Fiscal Management Policy
 - i. Attorney Roxanne Sosnowski informed the Board that this is an update to the fiscal management policy that was last revised in September 2020. She stated that these are revisions proposed by ElevatED Spaces, LLC. Attorney Sosnowski stated that there are a few directions that the Board would be asked to give feedback on the fiscal management policy. She stated that this includes turnaround on the entry of deposits, a board-authorized check signer, and a board-approved credit card user. She explained that the Board would have to give feedback on an amount that the board-approved credit card user would be able to authorize. The Board came to a consensus to continue under the current fiscal management policy and lay over the proposed fiscal management in order for Dr. Wrenn and CSBM to work through the proposed revisions.

1. A motion to lay over the Discussion/Approval of the Fiscal Management Policy was made by La’Keshia Wingo and seconded by Jessica Iasparro.
 - a. Voice Vote: All members voting aye.
 - b. Motion passed.
- b. Discuss/Approve Personnel Policy
 - i. A motion was made to Approve the Personnel Policy by La’Keshia Wingo and seconded by Carla Redd.
 1. Roll Call Vote:
 - a. Tamir Bell – Aye.
 - b. Jessica Iasparro – Aye.
 - c. Carla Redd – Aye.
 - d. Erika Hannah – Aye.
 - e. La’Keshia Wingo – Aye.
 2. All ayes. Motion passed.
- c. Discuss/Approve Policy for Student Discipline and Restorative Practices
 - i. A motion to Approve the Policy for Student Discipline and Restorative Practices was made by La’Keshia Wingo and seconded by Carla Redd.
 1. Roll Call Vote:
 - a. Tamir Bell – Aye.
 - b. Jessica Iasparro – Aye.
 - c. Carla Redd – Aye.
 - d. Erika Hannah – Aye.
 - e. La’Keshia Wingo – Aye.
 2. All ayes. Motion passed.
- d. Discuss/Approve Policy for Protection, Education, and Discipline of Students with Disabilities
 - i. A motion to Approve the Policy for Protection, Education, and Discipline of Students with Disabilities was made by La’Keshia Wingo and seconded by Jessica Iasparro.
 1. Roll Call Vote:
 - a. Tamir Bell – Aye.
 - b. Jessica Iasparro – Aye.
 - c. Carla Redd – Aye.
 - d. Erika Hannah – Aye.
 - e. La’Keshia Wingo – Aye.
 2. All ayes. Motion passed.
- e. Discuss/Approve Jackson Charter School Visitor Policy
 - i. Carla Redd asked what stands out in this policy. Attorney Sosnowski explained that there is a reference in the student handbook to visitors, but this policy highlights the procedure of what visitors are to do when coming to the school.
 1. A motion to Approve the Jackson Charter School Visitor Policy was made by Carla Redd and seconded by Jessica Iasparro.
 - a. Roll Call Vote:
 - i. Tamir Bell – Aye.

- ii. Jessica Iasparro – Aye.
 - iii. Carla Redd – Aye.
 - iv. Erika Hannah – Aye.
 - v. La’Keshia Wingo – Aye.
 - b. All ayes. Motion passed.
 - f. Discuss/Approve Proposal from Morrissey Family Business for Payroll Services Retroactive to August 12, 2025
 - i. A motion to Approve the Proposal from Morrissey Family Business for Payroll Services Retroactive to August 12, 2025, was made by Carla Redd and seconded by Erika Hannah.
 - 1. Roll Call Vote:
 - a. Tamir Bell – Aye.
 - b. Jessica Iasparro – Aye.
 - c. Carla Redd – Aye.
 - d. Erika Hannah – Aye.
 - e. La’Keshia Wingo – Aye.
 - 2. All ayes. Motion passed.
- g. Discuss/Approve 2025 Employee Handbook
 - i. A motion to Approve the 2025 Employee Handbook was made by Jessica Iasparro and seconded by Carla Redd.
 - 1. Roll Call Vote:
 - a. Tamir Bell – Aye.
 - b. Jessica Iasparro – Aye.
 - c. Carla Redd – Aye.
 - d. Erika Hannah – Aye.
 - e. La’Keshia Wingo – Aye.
 - 2. All ayes. Motion passed.
- h. Discuss/Approve 2025 Student & Family Handbook
 - i. A motion to Approve the 2025 Student & Family Handbook was made by Erika Hannah and seconded by Jessica Iasparro.
 - 1. Voice Vote: All members voting aye.
 - 2. Motion passed.
- i. Discuss/Approve Engagement Agreement with Sikich for FY25 and FY26 Auditing Services
 - i. A motion to lay over the Discussion/Approval of the Engagement Agreement with Sikich for FY25 and FY26 Auditing Services was made by Carla Redd and seconded by La’Keshia Wingo.
 - 1. Voice Vote: All members voting aye.
 - 2. Motion passed.
- j. Discuss/Approve Amended FY26 Budget
 - i. Viviana Torres from CSBM informed the Board that CSBM wanted to recommend changes to the FY26 budget that align with the renewal budget as well as the expected updates related to staffing and professional services that are being shifted around. Ms. Torres explained that this creates more of a deficit

from the initial approved budget. She explained that the initial approved budget showed a deficit of \$587,104.00, while the deficit with the renewal budget is \$707,392.00. Michelle Lopez from CSBM informed the Board that there were items approved by the Board that did not make it into the budget that was approved.

1. A motion to lay over the Discussion/Approval of the Amended FY26 Budget by Carla Redd and seconded by Tamir Bell.
 - a. Voice Vote: All members voting aye.
 - b. Motion passed.
 - k. Discuss Status of RPS 205 Charter Renewal Application Process
 - i. Dr. Wrenn informed the Board that October 7th and October 8th will be the renewal dates. She stated that she is scheduling a meeting with Schoolworks, in addition to utilizing ElevatED Spaces, LLC, team behind the scenes to help prepare everyone for the site renewal visit. Dr. Wrenn stated that the only thing that concerns her is where staffing stands, but she believes the school has a stronger foundation than they did a year ago.
 - l. Monthly Presentation by Consultant ElevatED Spaces, LLC
 - i. No presentation made.
6. Old Business
- a. Discuss/Approve Contract for Employment for Teachers
 - i. A motion to Approve the Contract for Employment for Teachers was made by Jessica Iasparro and seconded by La’Keshia Wingo.
 1. Roll Call Vote:
 - a. Tamir Bell – Aye.
 - b. Jessica Iasparro – Aye.
 - c. Carla Redd – Aye.
 - d. Erika Hannah – Aye.
 - e. La’Keshia Wingo – Aye.
 2. All ayes. Motion passed.
7. Marketing Committee Report – None.
8. Executive Director Report
 - a. Dr. Wrenn informed the Board that enrollment is at 221 students. Dr. Wrenn stated that there are currently 3 classrooms that need permanent classroom teachers, including one 3rd grade classroom, one 5th grade classroom, and one Special Education classroom. She explained that there are staff with substitute teaching licenses that are currently filling those vacant positions. Dr. Wrenn explained that she has turned to staffing agencies to ensure that the school is hiring credentialed teachers. Dr. Wrenn asked that the Board establish the committees named in the charter renewal, including the Finance, Facilities, and Fundraising Committee, Academic Committee, Marketing Committee, Advisory Committee, and Executive Committee. She suggested that there be an Audit Committee formed as well as the time for an audit comes around.
 - b. MTSS Data Coordinator, Emily Tran explained that she looked at NWEA and IAR data. She reminded the Board that the IAR data that was reviewed is the preliminary data, and the full report typically comes out in October. Mrs. Tran informed the Board that there was student growth in math and reading in NWEA. She stated that in math, there are a lot of students meeting their growth goals, meaning that the students are growing within the 75th

percentile or above. Mrs. Tran explained that about 55% of students are meeting or exceeding the growth goals that were set. She stated that this growth is not necessarily translating to achievement, meaning the students would be performing at grade level, but she is seeing significant growth from the students. Mrs. Tran informed the Board that the school's growth performance is now within the average range within the country. She stated that it is the same case for reading, in which growth is around the 50th percentile. Mrs. Tran explained that for IAR, 27% of grades 3-5 earned high readiness marks in writing. She explained that the average writing scale increase by 4%, and students in the "Less Developed" range decreased by 12%. Mrs. Tran stated that the NWEA data correlates with the IAR data, in which there are fewer students performing at the lowest level, and more students are moving upwards. Mrs. Tran stated that MTSS has been expanded through more comprehensive analysis of identifying gaps within students. She explained that she is working with the multi-classroom leads to target interventions with students and provide interventions with the teachers.

9. Director of Student Support & Engagement Report – No discussion.

10. Director of Teaching and Learning Report – No discussion.

11. Finance Committee Report/Finance Manager Report

a. YTD Budget Actuals

i. Viviana Torres informed the Board that overall, there is a deficit for the month of July because of the revenue pieces that have not flowed through, including per capita and title funding.

b. YTD Cashflow Update

c. Fundraising/Development Plan

i. Give/Get

1. La'Keshia Wingo informed the Board that the "Give/Get" is an opportunity for the Board to select an amount that they will individually be responsible for. She explained that this can be through individual contributions, or through other individuals or community members.

2. Dr. Wrenn explained that with a deficit budget, the school should be fundraising the deficit. She stated that the fundraising goal for the year should be the deficit amount in the budget.

3. Tamir Bell informed the Board that he has had discussions with Dr. Wrenn and Frank Bisconti regarding potential grant opportunities. He explained that the school could seek out additional sources, including state funding, local dollars, or support from companies in the community.

4. Dr. Wrenn informed the Board that Quentin Wainwright Sr., a potential board member, has introduced her to a great grant writer.

ii. Finance/Fundraising Committee

1. Dr. Wrenn explained that fundraising and grants are currently on the same line in the budget. She stated that fundraising and grants need to be in separate lines. She explained that there needs to be a fundraising goal in place, and grants are a separate strain.

2. La'Keshia Wingo explained that in forming the fundraising committee, it would be beneficial to consider seeking members outside of the Board so that the board members are not overtaxed as individuals. She explained that there are a lot of people in the community with experience in fundraising but may not be able to serve on the Board. She stated that they

can work behind the scenes to help with fundraising for the school.

3. Jessica Iasparro asked what the fundraising vision looks like. She asked if the vision includes looking for major givers, doing events and raising awareness, or looking for corporate donations. She noted that the \$700,000 goal to match the deficit budget is a ridiculous amount of money to raise in a year in Rockford. Dr. Wrenn explained that she pictures a corporate advisory council of some sort in which corporate accounts would donate, along with sponsorship opportunities.
 4. La’Keshia Wingo explained that the committee will get formed and begin to establish a mission as well as who will be sought to be on the committee.
- iii. Facilities Committee established by the Board
1. Identify Composition of Committee
 - a. Dr. Wrenn explained that potential board member, Quentin Wainwright Sr., has done a walkthrough of the building. She explained that they have discussed how to make the building livable for the staff and students in addition to opportunities outside of the building if it was necessary to pursue something else.
 - b. Tamir Bell asked Quentin Wainwright Sr. what he would recommend the Board start to look into in terms of facilities. MR. Wainwright explained that things such as lights and plumbing fixtures have repairs that could be done that could save the school a fair amount of money. He mentioned that he has reached out to contacts of his to potentially look at addressing the repairs for the lights.

12. Executive Session – (if needed)

- a. Personnel - Go into Closed Session to Review Closed Session Minutes and to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity.
 - i. A motion was made to enter executive session by La’Keshia Wingo and seconded by Carla Redd.
 1. Roll Call Vote:
 - a. Tamir Bell – Aye.
 - b. Erika Hannah – Aye.
 - c. La’Keshia Wingo – Aye.
 - d. Jessica Iasparro – Aye.
 - e. Carla Redd – Aye.
 2. All ayes. Motion passed. Entered executive session at 12:55 p.m.
 - ii. A motion was made to exit executive session by Carla Redd and seconded by La’Keshia Wingo.
 1. Roll Call Vote:

- a. Tamir Bell – Aye.
- b. Erika Hannah – Aye.
- c. La’Keshia Wingo – Aye.
- d. Jessica Iasparro – Aye.
- e. Carla Redd – Aye.

2. All ayes. Motion passed. Exited executive session at 1:06 p.m.

13. Adjournment

- a. A motion was made to adjourn the meeting by Carla Redd and seconded by La’Keshia Wingo.
 - i. Voice Vote: All members voting aye.
 - ii. Motion passed. Meeting adjourned at 10:47 a.m.

Next Board Meeting: September 25, 2025, at 11:30 a.m. (Meeting will be held in-person at Jackson Charter School, 315 Summit Street, Rockford, IL 61107)